

CITY OF SUNNYVALE
SUNNYVALE BOARD OF LIBRARY TRUSTEES
Council Chambers - City Hall
Regular Meeting July 7, 2003 - 7:30 p.m.
MINUTES

1. CALL TO ORDER:

The meeting was called to order by Chairperson Jackie Harrison at 7:33 p.m. The following members answered roll call: Pam Anderson, Tom Flaherty, William Soby and Robert Harms. Staff members present: Director of Libraries Victoria Johnson and Recording Secretary Sandra Barajas.

2. AGENDA APPROVAL:

Tom Flaherty moved to approve the agenda as presented; seconded by Pam Anderson; motion carried unanimously.

3. APPROVAL OF MINUTES OF 06/02/03 MEETING:

Robert Harms moved to approve the minutes as presented; seconded by Tom Flaherty; motion carried unanimously. Bill Soby abstained due to his absence of the 06/02/03 meeting.

4. PUBLIC INPUT:

Mayor Julia Miller met with the Library Boardmembers and thanked them for their dedication to the City of Sunnyvale. She also thanked Chairperson Jackie Harrison for her years of service and dedication to the Library Board. Mayor Miller asked boardmembers if they had any issues or items they would like to discuss. The Board pointed out the importance of the library project to assess future facility needs and encouraged the Council to fund the project when possible. Boardmembers praised City Council and staff for providing community meetings regarding the city's budget. A boardmember expressed his concern with the length of City Council meeting at which the budget was adopted pointing out that its length may have discouraged citizen participation.

5. WORK STUDY PROGRAM:

a. Election of Chair and Vice-Chair:

Nominations were opened for Chairperson to the Board of Library Trustees. Robert Harms nominated Pam Anderson; seconded by Tom Flaherty. Pam Anderson declined the nomination. Robert Harms nominated Tom Flaherty; seconded by Pam Anderson. Tom Flaherty declined the nomination. Boardmember Soby, Chairperson Harrison and Director Johnson gave a brief overview of the Chairperson's responsibilities. Robert Harms nominated William Soby; seconded by Tom Flaherty. Voting 4 yes and 1 abstention. William Soby will serve a one year term as Chairperson.

Nominations were opened for Vice Chair to the Board of Library Trustees. Robert Harms nominated Pam Anderson; seconded by Thomas Flaherty. Voting 5 yes. Pam Anderson will serve a one year term as Vice Chair.

Jackie Harrison welcomed new library boardmember Roland Wanigatunga and new Chairperson Soby proceeded with the meeting.

b. New Member Orientation:

On behalf of the Board, Chairperson William Soby welcomed new boardmember Roland Wanigatunga. Boardmembers shared their experiences and roles as representatives for the community and as advisors to the City Council on library issues. Boardmembers encouraged the review of the following items:

- California Library Association (CLA)
- Public Library Fund (PLF)
- California Association of Library Trustees and Commissioners (CALTAC)
- The city's operating budget system

Mr. Wanigatunga provided a brief overview of his background and experience. Director Johnson will provide an orientation to the library facility, staff and services.

6. NEW BUSINESS:

a. Library Policy CD-2: Patron Requests:

Director Johnson reviewed with the Board Library Policy CD-2: Patron Requests. Discussion ensued regarding fees and process for acquiring library materials. Robert Harms moved to approve the policy as presented; seconded by Pam Anderson; motion carried unanimously.

b. Library Policy CD-3: Donations of Books and Other Library Materials:

Director Johnson reviewed with the Board Library Policy CD-3: Donations of Books and Other Library Materials. Discussion ensued regarding size and amount limitations. The library policy was amended to clarify four boxes may be donated from an individual. Tom Flaherty moved to approve the policy as amended; seconded by Robert Harms; motion carried unanimously.

c. Library Policy CD-4: Patron Objections to Library Materials:

Director Johnson reviewed with the Board Library Policy CD-4: Patron Objections to Library Materials. Roland Wanigatunga moved to approve the policy as presented; seconded by Tom Flaherty; motion carried unanimously

d. Library Policy A-63: Cell Phone Use at the Sunnyvale Library:

Director Johnson reviewed with the Board Library Policy A-63: Cell Phone Use at the Sunnyvale Library. Discussion followed regarding quiet areas, security monitors and patron handout. Pam Anderson moved to approve the policy as presented; seconded by Roland Wanigatunga; motion carried unanimously.

e. USA Patriot Act:

Director Johnson gave a brief overview of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 ("USA Patriot Act"). One aspect of the act permits the

Federal Bureau of Investigation (FBI) to compel production of library circulation records, Internet use records, and registration information stored in any medium. Libraries or librarians served with a search warrant may not disclose to a patron that his/her records were given to the FBI or that he/she is subject of an investigation. Legislation has been proposed by Congressman Bernie Sanders entitled The Freedom to Read Act and would exempt bookstores and libraries from these provisions. The Library Board took no action but asked to be updated periodically on this issues.

f. Legislative Representative:

Director Johnson and Jackie Harrison provided the board with a brief overview of the legislative representative's responsibilities. After brief discussion, Chairperson Soby requested that Legislative Representative discussion be deferred to the August 4th agenda as old business.

7. OLD BUSINESS: None

8. SAB (System Advisory Board) REPORT: None

9. CHAIRPERSON'S REPORT: None

10. DIRECTOR'S REPORT:

Director Johnson noted the following:

- The reporting for period thirteen was just concluded. Circulation statistics resulted in 1,994,600 items circulated. Circulation is up nearly 38% from the previous two years.
- Administration has received numerous emails and phone calls complimenting library staff for the wonderful Kurdish program which attracted over 200 people.
- City Council approved the City Manager's recommended budget by a 4-3 vote on June 17, 2003. The approved budget includes the changes to fines and fees; elimination of bookmobile services and reductions in Adult Services and Cataloging & Processing.
- Copies of the Library's non-routine workplans for fiscal year 03/04 were distributed. Non-routine workplans define the special projects that departments will work on during a fiscal year. Due to budget factors, this year's list is brief.
- Congratulation to Sharon Kornhaus who was recently appointed Supervising Librarian. Sharon has been holding this position on a provisional basis for a year.
- In mid-June a divided U.S. Supreme Court ruled that Congress can force public libraries to install filters in order to receive federal moneys as determined in the Children's Internet Protection Act. The installation of filters is required only when a library uses federal grant funds to provide Internet access or when a library receives erate telecommunication funding. Sunnyvale does neither of these.

- A brief overview of the American Library Association Conference programs was presented.
 - Due to the subsequent city-wide focus on budget issues, the City of Sunnyvale Neighborhood Task Force has not meet. Department directors have directed that the meetings be suspended until September 2003. A new direction will be determined at that time.
 - National Night Out will be August 5, 2002 at Murphy Park. The library will have a table promoting library services at the event. Board members are invited to participate.
 - The opening event for the new Senior Center at the Sunnyvale Community Center site on Remington Dr. will be held on Saturday, July 19 from 10 a.m. - 2 p.m.
 - The new San Jose Public Library will be reopening in August.
 - Program flyers and announcements were distributed.
11. BOARD INPUT:
Robert Harms informed staff that the Friends of the Sunnyvale Public Library booksale generated over \$6,800.
12. STAFF INPUT: None.
13. AGENDA BUILDING: None
15. NEXT MEETING: 8/4/03, Council Chambers - City Hall 7:30 p.m.
16. ADJOURNMENT: There being no further business, Robert Harms moved that the meeting be adjourned at 9:40 p.m.

Respectfully submitted:

Victoria L. Johnson
Director of Libraries